

Northwestern Oklahoma State University
Student Government Association
Funds Request Form
(Revised April 2021)

Name of organization: _____
Contact Person: _____ Phone Number: _____
Date of Application: _____ Date given to SGA: _____
Amount Requested: _____ Date Money Needed: _____

Guidelines of Application:

1. The request must be made at least two weeks prior to the next scheduled SGA Senate Meeting.
2. The amount of money requested by an organizations shall not exceed \$150 per semester. Funds may only be requested for the current semester. (Fall/Spring) Organizations cannot request funds from the previous semester. \$250 may be requested if the organization is co-sponsoring an event with SGA.
3. A designated club representative must be at 80% of the SGA senate meetings.
4. A representative of the organization must be present at the SGA senate meeting in which the request will be proposed.

Please describe how your organization plans to utilize the funds provided by NWOSU SGA. Please provide a budget or spreadsheet for your expenses.

Please explain how this purchase or event will benefit the campus as a whole.

Please sign below:

Organization President:

Organization Advisor/Sponsor:

Vote Count: _____

Approval

SGA President:

Treasurer:

Date:
